

Competency Checklist — Nova Xpress® Glucose Meter



Employee Name: _____ Employee ID: _____ Date: _____
(please print) Site/Hospital: _____

Using this checklist

This checklist outlines what you must be able to do and explain once you have completed Island Health's *Nova Xpress® Glucose Meter* training for the first time. It can also be used to perform hands-on training with your nursing supervisor/educator, or to refresh your knowledge.

Please give this checklist to your nursing supervisor/educator and demonstrate your competency with the device.

Demonstrate your competency

Tasks	✓
Preliminary actions	
Locate the applicable policies, procedures and performance support resources.	<input type="checkbox"/>
Locate the supplies (test strips, QC solution). Explain the storage requirements and expiry dates	<input type="checkbox"/>
Explain when quality control checks on test devices are required.	<input type="checkbox"/>
Explain the importance of documenting results immediately, to prevent errors.	<input type="checkbox"/>
Highlight differences from current meter 6-sec analysis time 1.2 µL sample volume Position of strip port- - insert strip at top of meter with blue side up and gold toward meter battery, 3 volt lithium battery, Position of battery compartment no code key expected QC ranges from control material, not strips	<input type="checkbox"/>
Test Strips Do <i>NOT</i> : <ul style="list-style-type: none"> • under-dose- count down will not begin • re-dose (add more blood/control)- result will be inaccurate Do: Date strip vial when opened with open date and 180-day discard date Do: Keep vial closed; affected by heat, humidity	
Demonstrate use of meter Keep strip port DRY- to prevent blood/control from dripping into port: <ul style="list-style-type: none"> • hold meter with inserted strip pointed down when applying blood/control • keep meter horizontal after application Apply sample or QC <i>until countdown starts</i>	
Performing a Quality Control (QC) test	
Perform hand hygiene and wear clean gloves.	<input type="checkbox"/>
Run Quality Control Test	<input type="checkbox"/>

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Date QC vials when opened with 90-day discard date Results display in mmol/L Mix vial and expel first drop Keep meter on counter How to follow-up on failed QC (corrective action documented on QC log)	
Performing a patient test	
Run Simulated Patient Test Identify patient using 2 patient identifiers Importance of clean/dry patient finger. Wipe away first drop of blood following capillary puncture	<input type="checkbox"/>
Read and interpret results correctly: Reference (normal) ranges, critical ranges, and reportable range Repeat critical results and describes Critical Result reporting.	<input type="checkbox"/>
Discard used testing materials according to appropriate Island Health policies and procedures.	<input type="checkbox"/>
Demonstrate proper meter handling, cleaning and disinfection techniques.	<input type="checkbox"/>
Demonstrate basic troubleshooting: Locates troubleshooting resources. Describes battery life and how to change a battery. Set date/time	<input type="checkbox"/>

Completion

Alert! You and your nursing supervisor/educator will sign the completed checklist. Your signed Competency Checklist will be stored in your program area.

Employee:

I understand all the above items and I will follow applicable procedures.

Signature: _____ Date: _____

Nursing supervisor/Educator:

The employee has fulfilled the education and competency requirements and is certified to use the Nova Xpress® glucose meter.

Name: _____ (please print) LearningHub course completed ☐

Signature: _____ Date: _____

Facility and Unit: